



STATE OF MONTANA PREMISES REGISTRATION SYSTEM

A Part of NAIS - National Animal Identification System
Administered by the Montana Department of Livestock
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Web Site: <http://www.liv.mt.gov>

Premises Registration Instructions

A premises id defined as a location operated by an entity that participates in food animal production and/or commerce that is, in the judgment of the State Animal Health Official or Area Veterinarian in Charge, epidemiologically and/or geographically distinct from other livestock production units.

As the National Animal Identification Systems develops, premises identification numbers will be used to identify all places and animals that have potentially been exposed to an animal disease. The process of animal disease surveillance, containment, and eradication may lead to herd tests, holds on cattle movement and sales, or quarantines of property and animals.

Premises registration in Montana is completely **voluntary**. You are not required to register your premises or individually identify your calves or cows. Please refer to the Department of Livestock website: (<http://www.liv.mt.gov>) or the Animal and Ranges Sciences Extension website (<http://animalrangeextension.montana.edu/Beef/beef.htm>) for more information about the National Animal Identification System.

Step One: Account Set UP

The account information is the contact information for the livestock business entity. The contact may be the owner, ranch manager, or other person with knowledge of livestock health management protocols and animal movement.

Business Name: Please list the name of the ranch, farm, auction market, feedlot, or other livestock business entity.

Contact Names: Please list at least one person that can be contacted in case of an animal health event.

Contact Information: Complete the contact information as fully as possible to help the animal health officials reach the contact person as quickly as possible. The address for the account may be a post office box or even an out of state address.

Business Type: Include the business structure of the livestock business entity.

Contact Information: Indicate the type of operation for the account. Definitions of the options are below.

- Production Unit - Farm, Ranch, Flock, Feedlot, Hunting lease, etc.
- Clinic- Location where animals are treated for disease or injury.
- Exhibition - Animal show or exhibition (i.e. State Fair, National, etc.)
- Laboratory - Location where animal is terminated and carcass is examined.
- Market/Collection Point - Livestock market/auction or collection point where animals are sold.
- Non-producer Participant-Organization that records animal information and has no association with the animals (i.e. DHIA, Veterinarian, etc.)
- Port of Entry - Location where animals are allowed to enter into the U.S.
- Quarantine Facility - Location where diseased animals are quarantined.
- Rendering - Location where animals that died at the farm or in transit are processed.
- Slaughter Plant - Location where animals are terminated for consumption.
- Tagging Site - Location where animals are tagged with an official USDA approved ID device

Step Two: Premises Registration

Premises (physical) address and driving directions must be completed to obtain a premises number

Premises Name: Indicated a name for the premises to be registered. This will be important if the business entity plans to register more than one premises.

Premises Address: **A physical address is needed** for the premises registration. Please contact your local sheriff's office to verify 911 address, then note "911 address verified" OR "911 not assigned yet". This address will be validated against a U.S. Post Office database to prevent duplicate registrations.

Driving Directions: **Driving directions must be input to obtain a premises number.** Please indicate detailed driving directions to your ranch or farm from the nearest town or major road intersection. If the physical address you provide does not validate against the database during data entry, an exception premises number will need to be requested and that process requires driving directions.

Legal Description and GPS Coordinates: Please include this information if at all possible. Many Montana ranch addresses are not validating against the USPS database and this information helps the data entry staff to request a premises registration number through an exception process.

GPS coordinates will be used to help animal health officials locate the contact person at the premises in the event of an animal disease situation. Please indicate where on the premises the GPS coordinates were taken to assist the animal health officials locate the premises and the contact person. The coordinates need to be in decimal format rather than degree format. Your extension agent, district brand inspector, or other government agency staff person may be able to help you get your GPS coordinates.

Premises Type: Indicate the type of operation for the premises registration. See the definitions above.

Species Types: Please indicate all domesticated species that reside at your premises location. It is not necessary to indicate wildlife species inhabiting your premises. If you have fowl, please circle the types of fowl located at your premises.

Signature: Please sign the form and return it to the address on the form. Your signature indicates that all the information provided is true and accurate to your knowledge.

Note: If you need more than one premises registered, please make a copy of the second page, fill in all the applicable sections, and include it with the other pages of the form.

Notification of Registration

After your information has been verified and processed by State of Montana staff and a premises registration number has been issued for your location, you will receive an email from the national database if provided an email address. Montana will also send you a letter and/or card with your premises number.

Questions

If you have questions about this process or filling out the form, please contact

- the Department of Livestock at 406-444-9321,
- your local county Extension agent, or
- the Extension Beef Specialist's office at 406-994-4323